

RFP for ERP Project Management
Job No. 51-16-IT
November 10, 2016
Questions and Answers

Following are the questions received by the November 7th deadline for this project:

Vendor Responses:

Vendor Name	Contact Info	Letter of Intent?	Questions?
CJIS GROUP LLC	Kelsie Tully Researcher Office 850-926-9800 ext 221 Desk 850-270-2172 kelsie@cjisgroup.com 2758 Coastal Hwy US 98, Crawfordville, FL 32327 www.cjisgroup.com		Yes
22nd Century Technologies, Inc.	Harvey Parker ☎: 908-765-0002 Ext No 243, ✉: harvey@tscti.com 1 Executive Drive, Suite 285 Somerset, NJ 08873 🌐: http://www.tscti.com	Yes	Yes
Slalom Consulting	Sara Gomez Consultant 821 2nd Ave, Suite 1900 Seattle, WA 98104 USA mobile 206.465.1494 sara.gomez@slalom.com	Yes	
Elegant Enterprise-Wide Solutions	Priyanka Arora Sr. Program Manager Phone: 703-609-0215 http://www.elegantsolutions.us	Yes	
ClearWin Technologies Inc.	Marcía Cox Business Development Manager 17901 Von Karman, Suite #600 Irvine, CA 92614 Phone: 816-518-0367 Email: marcia.cox@clearwintechologies.com http://www.clearwintechologies.com/	Yes	

Vendor Name	Contact Info	Letter of Intent?	Questions?
SoftResources LLC	Christine Panian Business Development Manager 11411 NE 124 th Street, Suite 270, Kirkland, WA 98034 Main: 425.216.4030 Direct: 425.216.4016 cpanian@softresources.com www.softresources.com	Yes	Yes
BARA Infoware, Inc.	Zunisha Proposal Co-ordinator  925-215-0554  zunisha@barainfo.com  http://www.barastaffing.com	Yes	

RFP Questions:

1. What is the total budget limitation of this RFP?

Approximately \$2 million for the entire ERP replacement, not including Project Management with a target completion date of end of 2018.

2. Please share the details of the incumbent or vendor currently providing the same services along with last year's expenditure?

There is no incumbent vendor providing the same services.

3. What is the estimated cost or desired not to exceed limit for this effort?

We are looking to respondents to this RFP to recommend a level of effort and cost based on the services outlined in the RFP. We ask that you provide your recommendation on cost with optional services that may be desirable based on your experience.

4. What funding source has been allotted for this effort?

General fund and capital fund sources.

5. When does the City hope to have the ERP system contract awarded?

Late February/early March of 2017.

6. Who were the responding vendors to that RFP (#47-16-IT)?

Sungard Public Sector
Tyler Technologies, Inc.
AKA Enterprise Solutions
V3iT Consulting Inc.

7. What is the anticipated go-live date for the system?

Implementation of the new system is expected to begin April of 2017. The go-live date of the first functional area will be determined by the system selection and project planning of the ERP Steering Team and this Client Project Manager.

8. Does the Department have an estimated, cost, or desired not to exceed contract amount in mind for this and if so, how much?

We are looking to respondents to this RFP to recommend a level of effort and cost based on the services outlined in the RFP. We ask that you provide your recommendation on cost with optional services that may be desirable based on your experience.

9. Does the Department anticipate procuring any separate services related to the project? For example: IV&V, QA, Staff augmentation, integration, solicitation prep, etc? If so, what, when and how?

We may procure additional services from the vendor selected for the ERP replacement. We also would like to know if you have any recommendations regarding additional/separate services related to the project.

10. Is the city willing to sign a non-disclosure agreement so that we can provide you with as much relevant information as possible without the concern of proprietary information being made public?

No, The City of Kirkland complies with Washington State Public Disclosure Laws which allow for the disclosure of information submitted for proposals. We can inform you if there is a request for your information and you may choose to file for exemption from the disclosure.

11. Is the CPM position considered full time over the 2 years?

We are looking to respondents of this RFP to give recommendations on the level of effort needed based on the services requested in the RFP.

12. City of Kirkland is prefer to have On-line over the cloud ERP solution or on-premises ERP implementation for which city will provide necessary hardware

The City is interested in both on-premises and hosted solutions and will pick the solution that best meets the requirements set forth in the ERP Replacement RFP.

13. Will city need help managing the proposed ERP infrastructure as well?

No, the City has staff that manages the ERP application.

14. What is the city's estimated budget for this implementation with go live target date?

Approximately \$2 million for the entire ERP replacement, not including Project Management with a target completion date of end of 2018.

15. City would like to implement the solution on a phase manner or like to go live all the functional modules together at once?

The City would prefer a phased implementation.

16. Will city require necessary training and post implementation support after go-live?

City staff will need training from the selected ERP vendor and post-implementation support.

17. City prefer proprietary ERP software like MS Dynamics AX/SAP/SAGE etc or robust, flexible open source OpenERP (Odoo) software?

The city is interested in the solution that best meets the requirements set forth in the ERP Replacement RFP.

18. What does the City mean, “Enhancing acquired modules, as warranted and approved”? (page #7, item #13)

Helping the City to use the ERP modules acquired during the ERP Replacement RFP process using best practices and improving process to use the functionality to the fullest.

19. Our Project Manager is not available Dec 7-8 for on-site interviews due to prior commitments; is the City flexible on this?

If you are a finalist we would consider an alternate date.

20. Our Project Manager is phasing out of other projects and into this project – some commitments into 1st quarter 2017; is the City flexible on this?

If you are a finalist we would consider flexibility in this area but would require participation in the vendor demos and some participation in the contract negotiations.

21. Can you provide a timeline of phases/tasks for the 2 year duration?

The phased implementation will be determined by the ERP solution selected, however, we believe that the Core Finance functionality would be the first phase (General Ledger, Accounts Payable, Purchasing, Banking). Other phases would be determined by the selected solution vendor's implementation plan, best practices, timing with other deadlines (such as CAFR reporting, budgeting, year-end) and resource availability.

22. Will there be an administrative resource assigned to the project to issue emails, meeting invites, etc.?

We will have someone to assist with meeting invite/schedule coordination and use of City facilities and equipment for meeting. We are not sure we understand why you would need administrative resources to issue emails for you, please explain.

